

2015-2017 Operational Plan

2016 Mid-Cycle Update



2015-17 Operational Plan

ACCESS

- Develop and implement a comprehensive marketing plan for specific instructional programs, including:
 - Craft Brew
 - Criminal Justice
 - Fire
 - Manufacturing
 - Sustainable Agriculture
 - Technical Design
- Seek grant funding for navigators to support undecided students, Spanish-speaking students needing financial aid assistance, Basic Skills students, and students in pre-college courses.
- Acquire and implement CRM software to track student intake, recruitment, and academic progress.
- Implement the next phase of the College Master Plan, including:
 - Preparation of a request for a major capital project in 2017-19
 - Improvements in District-wide Information Technology infrastructure
- Expand the A-team.
- **Implement Youth Re-Engagement program through BEdA and HS21+.
- **Hire Director of High School Completion to oversee HS21+, Youth Re-Engagement, and traditional High School Completion.
- **Implement Sedro Woolley High School ESL courses.
- **Expand Spanish GED program.

- Develop a plan for increased service to Basic Skills students at the Whidbey Island Campus and implement in 2016-2017.
- Explore educational program opportunities for adults with intellectual disabilities.
 - ****Implement new program 2016-2017**
- Continue lead and major gift phases of the Foundation's Removing Barriers Campaign.
- Assess the model of service delivery for the South Whidbey Center.
 - ****Implement new model 2016-2017**
- Identify additional options for student housing.
- Maximize financial aid funding for I-BEST students.

ACHIEVEMENT

- Investigate a full-time faculty English position to implement Puente-inspired approaches to pre-college English, and to support the development of an Equity and Justice program.
- Investigate hiring a full-time temporary faculty position to support Environmental Conservation, Geographic Information Systems, and Environmental Agriculture.
- ****Hire a full-time Nutrition faculty member to begin fall 2017.**
- ****Hire a Chief Diversity and Equity Officer.**
- Hire an instructional designer for online classes.
- ****Hire a full-time position in Student Services to assist with enrollment and graduation processes.**
- ****Identify military friendly pathways, including:**
 - Increase credit for prior learning
 - Fee waiver
- Assess staffing in eLearning.

- ****Implement Ex Libris ALMA in library and conduct LEAN analysis in preparation for the new system.**
- Implement an instructional dashboard.
- ****Automatically generate Canvas shells for all courses.**
- ****Develop Evaluation Toolkit.**
- Implement District-wide student-driven and pathway-focused effective class scheduling.
- Assess virtual mentors to support students in online courses with low retention rates.
- ****Create self-support position to coordinate dual credit programs**
 - ****Develop cohesive and comprehensive HS partnership plan**
- Purchase updated technology for the Computer Information Systems programs.
- Implement a consistent, appropriate, District-wide model for student fees to support up-to-date instructional equipment and laboratory support.
- ****Review CIS and Marine Tech Fees.**
- Develop a comprehensive program to assure deep and diverse candidate pools, retention of diverse employees, and professional development opportunities for faculty and staff.
- Establish a School of Business and International Studies.
- Develop and implement a comprehensive student intake assessment for all students.
- Investigate the development of an interdisciplinary Equity and Social Justice Department, and an Elder in Residence program.
- Provide professional development opportunities for faculty on inclusive pedagogy.

- Implement recommendations from the Advising Model Taskforce and the Student Services Policy Audit Taskforce, including:
 - Meaningful and appropriate pre-requisites for college-level classes
 - Support for undecided and developmental education students
 - Support for students filing for federal financial aid
 - Mandatory advising
 - First-year/quarter experience
 - Support for students who are not making satisfactory academic progress
 - Meaningful support for students attempting to enroll late
 - Guided pathways from basic education through degree completion
- Reinforce commitment to learning communities and integrated assignments that foster student learning.
- Implement program learning assessment and explore revision of General Education Learning Outcomes.
- Assess continued use of Maxient to facilitate a consistent judicial process.
- Implement a technology solution to integrate catalog information and the website.
- Complete annual facilities maintenance projects, including:
 - Convert T-11 into P.E. space
 - Retain consultant to improve welding space utilization
 - Replace auto overhead doors
 - Hire a consultant to determine needed repairs in the Culinary Kitchen
 - Replace fire tower vent roof
- Assess capacity of Athletics program.
- **Research possible facilities changes required by Early Achievers standards for ECEAP.

- ****Investigate regular District-wide structured time-block for communication and collaboration.**

COMMUNITY

- Implement a tribal engagement plan based on needs expressed by tribal leadership.
- Develop collaborative Latino cultural programs between Student Services, Instruction, and McIntyre Hall.
- ****Provide comprehensive (required) cultural competency training for all staff.**
- ****Provide Safe Zone training and Train the Trainer program.**
- ****Provide Title IX training for investigators/coordinator including trauma informed investigation skills.**

LATINO COMMUNITY ENGAGEMENT

- Finalize and implement plan to become a Hispanic-Serving Institution.
- Better support undocumented students by:
 - Providing professional development for faculty and staff
 - Forming a taskforce to recommend policies and practices
 - Identifying scholarships

GLOBAL CITIZENSHIP

- ****Assess staffing model in International Student Services and AESL and develop model for increased integration.**
- Establish the Skagit Global Environmental Institute.
- Foster and deepen relationships with colleges and universities abroad, including:
 - Beijing Foreign Studies University, China
 - Instituto Tecnológico Superior de Puerto Vallarta, Mexico

- AIB Polytechnic College, China
- The University of Shiga Prefecture, Japan
- Tenri University, Japan
- Universidad Católica del Maule, Chile
- Institute of Information Technology of Guilin University of Electronic Technology (GUET-IIT), China

ENVIRONMENTAL STEWARDSHIP

- Host GlobalFest and the Sustainability Fair in alternating years.

UTILIZING 21ST CENTURY TECHNOLOGIES

- Create and sustain an I.T. budget that addresses staffing, equipment and infrastructure needs.
- **Hire a District-wide Web Content Manager.
- Begin a District-wide office and classroom technology replacement plan.
- Add I.T. staffing capacity to support online teaching and learning.

ALIGNING EDUCATIONAL PROGRAMS WITH REGIONAL AND STATE ECONOMIC DEVELOPMENT STRATEGIES

- Develop and implement a Craft Beer Academy program.
- **Launch additional cohort of Cardinal Craft Brew Academy program in a more traditional format.
- **Develop a plan for improved Fire Science, Diesel and Manufacturing facilities.
- **Continue current apprentice contracts.
- **Continue AJAC Manufacturing Academy.
- **Investigate adding BAS program in Applied Management.

INSTITUTIONAL CAPACITY/SUPPORT

- Develop a comprehensive plan to implement ctcLink across the District.
- **Hire ctcLink Project Manager beginning 1/1/17.
- **Investigate hiring of full-time Director of Security and Emergency Management.
- **Offer First Aid/CPR (&AED) training to all permanent part-time and full-time employees in all job classifications.
- **Add District policy, planning and training responsibilities to Directors of IT, Security, and Facilities.
- **Investigate increased Security presence during operating hours at Whidbey Island Campus.
- **Research replacement of Old Main Roof on Whidbey Island Campus.
- **Research deck replacement at Hayes Hall at Whidbey Island Campus.
- **Research relocation of San Juan Center Radio Tower.
- **Investigate increased integration of McIntyre Hall, Culinary Arts and College Advancement efforts.

**New item in 2016-2017